

## **HAZARDOUS MATERIALS OFFICER**

(Competitive Class)

### **DISTINGUISHING FEATURES OF THE CLASS**

This class encompasses a position, the primary duties of which include responding to any fire calls that may involve hazardous materials in order to advise and assist the Fire Suppression Division. The employee of this class responds to fire calls to assist line fire companies by identifying hazardous materials, planning and directing emergency scene operations, and by locating any specialized technical assistance needed. The hazardous Materials Officer provides training for line fire companies in the handling of hazardous materials incidents. The Hazardous Materials Officer works independently in most areas, reporting to and receiving special instructions from the Fire Chief.

### **EXAMPLES OF WORK**

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Manages the operation of the Hazardous Materials Unit. Coordinates the transportation of hazardous materials. Sets up procedures and writes policies for the handling of hazardous materials. Orders the evacuation of an emergency area.

Responds to the scene of any emergency involving hazardous materials. Identifies materials unfamiliar to regular fire fighting companies. Directs operations of hazardous materials section at the scene of a hazardous emergency, including placement of equipment, deployment of personnel, determining tactics for fire fighting, and other related duties. Recommends type of extinguishing agent to be used on hazardous material emergency. Decides when to call out additional specialists to assist in the fire fighting efforts. Directs the work of other agencies such as state police, civil defense, and other related agencies, who may be called out to assist in hazardous materials incidents. Performs fire fighting and rescue functions at the scene of an emergency.

Operates a mobile hazardous materials unit. Uses equipment or tests to detect leakage of hazardous materials from containers or pipelines. Follows designated procedures to stop leakage of hazardous materials. Monitors the movement (by air, rail, water, highway, or pipeline) of all hazardous materials into and out of the area of jurisdiction. Inspects storage facilities of hazardous materials to check for compliance with regulations and

to make pre-fire plans.

Inspects or tests any equipment which may be used in hazardous materials work to make certain it is in proper working order or meets any applicable standards. Arranges for the repair of assigned equipment and facilities and inspects repairs to see that they were properly accomplished. Purchases equipment and supplies, keeping purchases within the established budget.

Provides on-the-job training for department members, including explaining policies, procedures, and rules, and providing assistance in technical areas of work.

Personally completes any forms or records required to document the activities of the Hazardous Materials Unit. Compiles and organizes data needed for reports. Keeps records of training in hazardous materials.

Performs any related duties assigned.

#### **QUALIFICATION REQUIREMENTS**

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application to the test.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and of legal age.

After offer of employment, but before beginning work in this class, must pass a medical examination, the selection and administration of which shall be authorized by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must present documentation indicating, at a minimum, that the applicant has met the minimum high school graduation requirements necessary to receive a high school diploma as established by the state of Louisiana Board of Elementary and Secondary Education. Such documentation shall include at least one of the following: high school diploma, high school transcript, certificate of equivalency, affidavit from the issuing high school, college diploma, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for certification of graduation.

Must possess a valid driver's license.

At the time of application for examination, must have at least

BC	03-30-94
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five (5) years fire fighting experience with a full-time, paid fire department.

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